



Town of Arlington, MA Redevelopment Board

Agenda & Meeting Notice September 11, 2017

The Arlington Redevelopment Board will meet Monday, September 11, 2017 at 7:30 PM in the **Town Hall Annex, 2nd Floor Conference Room, 730 Massachusetts Ave. Arlington, MA. 02476**

1. Bicycle Repair Station Signage along the Minuteman Bikeway

7:30-7:45 p.m. Board will review and vote on a proposal from Whole Foods Market to install an additional bicycle repair facility along the Minuteman Bikeway.

2. ARB/ Annual Goals / Planning

7:45-8:05 p.m. Staff and board members will review the board's FY18 draft annual goals and planning activities.

3. Zoning Recodification Update

8:05-8:25 p.m. Staff and board members will provide an update on zoning recodification and upcoming community engagement and meetings.

4. Approval of Meeting Minutes from August 7, 2017

8:25-8:30 p.m. Board members will review minutes from the previous ARB meeting, and provide feedback for edits and vote.

5. Adjourn

8:30 p.m. ARB members will adjourn.



Town of Arlington, Massachusetts

Bicycle Repair Station Signage along the Minuteman Bikeway

Summary:

7:30-7:45 p.m. Board will review and vote on a proposal from Whole Foods Market to install an additional bicycle repair facility along the Minuteman Bikeway.

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	Whole_Foods_Memo_11.1.16.pdf	Whole Foods Memo Dated 11.16.2016
▣ Reference Material	Whole_Foods_Memo_9.11.17.pdf	Whole Foods Memo Dated 9.11.2017

MEMORANDUM

To: Arlington Redevelopment Board

From: Nat Strosberg, Senior Planner

Date: November 7, 2016

Re: Whole Foods Bicycle Repair Facility – ARB Vote on Logo/Liability Statement

Request:

The Arlington Bicycle Advisory Committee respectfully requests that the Arlington Redevelopment Board vote to approve the placement of a Whole Foods logo, as well as a liability statement, on a bicycle repair facility along the Minuteman Bikeway. The facility will be both funded and constructed by the Arlington branch of Whole Foods.

Board of Selectmen Vote:

On October 17, 2016, the Board of Selectmen voted (5-0) to endorse the Town Manager's approval of the bicycle repair facility.

Whole Foods Logo/Liability Language:

Two types of messaging are proposed for the facility:

(1) The words, "Proudly Sponsored by", and the Whole Foods logo (all with the iconic green background) -



(2) The following liability statement:

NOTICE

The use of this repair station and its tools are for your convenience. Whole Foods and the Town of Arlington accept no liability for user loss or injury, including, but not limited to reason of user error, or too malfunction, theft, or vandalism.

USE AT YOUR OWN RISK

It is important to note that the logo and the liability statement would be adhered to the facility through “clinging”, which consists of a sign printed on outdoor paper and attached with an adhesive. An example of a “clinging” sign is found in Attachment A of this memorandum. Elevations of the facility, including the logo and an area marking where the liability statement would be written, are in Attachment B.

Orientation:

The facility location (see below) is a portion of the vegetated area alongside the bikeway in the vicinity of the kiosk managed by the Committee on Tourism and Economic Development. Overall, the location, which is on MBTA property, is quite visible and centrally located.



A Committee representative and I are available to attend an upcoming Redevelopment Board meeting should the Board be interested in moving forward.

Sincerely,

Nat Strosberg
Senior Planner
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

MEMORANDUM

To: Arlington Redevelopment Board

From: Nat Strosberg, Senior Planner

Date: September 11, 2017

Re: Whole Foods Market Bicycle Repair Facility – New ARB Approval

Request:

The Arlington Bicycle Advisory Committee respectfully requests that the Arlington Redevelopment Board, at its meeting on 9.11.17, approve the placement of a Whole Foods Market logo and liability statement on a bicycle repair facility located along the Minuteman Bikeway near the dog park by Thorndike Field. The facility would be both funded and installed by the Arlington branch of Whole Foods Market.

Project History:

At its meeting on 11.7.16, the Arlington Redevelopment Board voted to approve the placement of a liability statement and the Whole Foods Market logo on a bicycle repair facility along the Minuteman Bikeway near Uncle Sam Plaza (which would be funded and installed by Whole Foods Market). However, on the facility that was installed on 6.15.17, the logo design and the location of the logo and liability statement differ from what was presented to the Arlington Redevelopment Board (please see Appendix A for more details).

Correction:

The Department of Planning and Community Development has identified two alternative options for rectifying the situation:

- 1) Replace the current facility with a new facility that has the exact design that was decided at the abovementioned meeting; or
- 2) Leave the current facility intact and construct another bicycle repair facility at a new location along the Minuteman Bikeway, which would have the exact design that was decided at the abovementioned meeting.

Whole Foods Market wants to proceed with the second option. **Therefore, the Bicycle Advisory Committee is respectfully requesting that the Arlington Redevelopment Board approve the same proposal that the Board approved on 11.7.16 (please find the initial proposal attached), except regarding the facility location.**

New Location:

The new facility would be located near the dog park by Thorndike Field (see photo below).



Board of Selectmen

At its meeting on 10.6.16, the Board of Selectmen voted to endorse the Town Manager's approval of the bicycle repair facility near Uncle Sam Plaza. However, the facility that was installed on 6.15.17 deviates from the design that was presented to the Board of Selectmen. Specifically, it was emphasized to the board that the facility would include a bike pump, which is not included on the current facility. The Board of Selectmen agenda for its meeting on 9.11.17 includes an item that addresses this issue.

A Committee representative is available to attend the Arlington Board of Selectmen meeting on 9.11.17. Please do not hesitate to contact me with any questions or concerns.

Sincerely,

Nat Strosberg
Senior Planner
Town of Arlington
730 Massachusetts Avenue

Appendix A

The following is:

- 1) A rendering of the logo decided by the Arlington Redevelopment Board on 11.7.16;
- 2) A rendering indicating the logo and liability statement locations decided by the Arlington Redevelopment Board on 11.7.16; and
- 3) Photos of the liability statement and logo on the current facility that was installed on 6.15.17.









Town of Arlington, Massachusetts

ARB/ Annual Goals / Planning

Summary:

7:45-8:05 p.m. Staff and board members will review the board's FY18 draft annual goals and planning activities.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	ARB_Draft_2017-2018_Goals.pdf	2017-2018 Goals ARB



ARLINGTON REDEVELOPMENT BOARD

TOWN HALL, 730 MASSACHUSETTS AVE., ARLINGTON, MASSACHUSETTS 02476

TELEPHONE 781-316-3090

Arlington Redevelopment Board **2017-2018 Goals**

1. LONG-RANGE PLANNING

- a. Review progress on implementation of the Master Plan, including meeting goals and objectives and updating the plan, as needed.
 - i. *Action – The ARB designee to the Master Plan Implementation Committee and Department of Planning and Community Development (DPCD) Director will provide regular updates on implementation and updates.*
- b. Ensure that community and economic development goals are achieved in Arlington's business districts.
 - i. *Action – The DPCD Director will provide quarterly updates on progress meeting goals, including planning goals, business retention and attraction goals, and new mixed-used development along major corridors.*

2. ARB PROPERTY ASSET MANAGEMENT AND MAINTENANCE

- a. Ensure that ARB properties are fully-tenanted and financially stable and that physical assets are maintained and improved.
 - i. *Action – The ARB designee will work with DPCD Director to oversee improvements to the Central School, including renovation of the ground and first floor and completion of the Arlington Center for the Arts on the third and fourth floors.*
 - ii. *Action - DPCD Director will provide quarterly property updates on: planning and eventual improvements to the Jefferson Cutter House and Whittemore Park and improvements to 23 Maple Street.*

3. ZONING BYLAW/ ADMINISTRATIVE AMENDMENTS

- a. Advance amendments to the entire Zoning Bylaw to a special Town Meeting in early 2018.
 - i. *Action – The ARB designee to the Zoning Recodification Working Group and DPCD Director will provide ongoing updates on zoning recodification.*
- b. Advance future policy amendments to the Zoning Bylaw for future Town Meetings.
 - i. *Action – The ARB designee to the Residential Study Group will provide regular updates on policy changes the group is discussing, including Rock Removal regulations.*
 - ii. *Action - Review and amend Environmental Design Review criteria.*
 - iii. *Action - Review and amend Design Standards to provide more detail and address mixed-use development, which includes residential development.*
 - iv. *Action – Review and amend business zoning districts.*
 - v. *Action – Overhaul the Sign Bylaw, potentially removing from the Zoning Bylaw and moving to the Town Bylaws.*

4. SUPPORT COMMUNITY PLANNING GOALS

- a. Participate in range of Town committees and initiatives that advance community planning goals.
 - i. *Action – Receive updates from ARB designees to Vision 2020, Open Space Committee, Mill Brook Study Group, and Community Preservation Committee on an ongoing basis.*



TOWN OF ARLINGTON

MASSACHUSETTS 02476

781 - 316 - 3090

DEPARTMENT OF PLANNING and COMMUNITY DEVELOPMENT

9/11/17

Zoning Recodification Project Outreach Plan

1. Purpose of Engagement

- a. To inform the public about proposed amendments to the Zoning Bylaw.
- b. To help the public and particularly Town Meeting Members understand why we are undertaking this project (see messaging below)
- c. To educate Town Meeting Members about why we need to improve our zoning, and Master Plan recommendations to do so
- d. To solicit feedback, concerns, identify inconsistencies
- e. To identify policy issues and opportunities

2. Stakeholders

- a. Residents, property owners, business owners, including specific subgroups such as construction, design, engineering, real estate brokers, Chamber of Commerce
- b. Town Meeting Members and other Town officials
- c. Members of allied Boards and departments (ARB, ZBA, Conservation Commission, Historic and Historic District Commissions, Inspectional Services, Health and Human Services)

3. Messaging

- a. To modernize the Town's zoning
- b. Why are we undertaking zoning recodification?
 - i. To make zoning more accessible and easier to understand, to make it easier for residents to work with the Town
 - ii. To resolve internal inconsistencies and conflicts with state and federal law, and case law
 - iii. To remove administrative requirements, such as submittals and fees, and put them in a separate document that can be easily adapted.
 - iv. To make it easier for future substantive changes that will bring zoning into alignment with the Master Plan, to achieve community goals.
- c. This is the first phase of a longer process.
 - i. Our intention is not to change any policy in this phase, except as required by law or to resolve inconsistencies.
 - ii. Future phases will include discussion of policy. We welcome policy suggestions and are compiling a list of issues to address in the future.

4. Approach

- a. Written information
 - i. Fact sheet, describing overview of changes and process (general)
 - ii. Detailed memo comparing the old and new documents (specific)

- iii. Develop a PowerPoint that is both general and specific
 - iv. Timeline
 - v. Script for ARB and ZRWG to help with messaging
- b. Electronic—general information about meetings
 - i. Town website
 - ii. Email Town Notices
 - iii. Facebook and Twitter
 - iv. Town Meeting emails
- c. Meetings and other face-to-face contact
 - i. Focus groups
 - ii. All-boards meeting
 - iii. Public forums
 - iv. ARB public hearing
 - v. Open Houses
 - vi. Special meeting for Town Meeting Members, prior to Town Meeting
- d. Targeted Outreach
 - i. Staff and ZRWG—attend board meetings of other groups (ZBA, ARB, Conservation Commission, HPIC, Historic Districts and Historical Commission, Open Space) to explain the project, answer questions, and hear concerns. Other groups:
 - 1. School communities
 - 2. Friends of Parks*
 - 3. Neighborhood newsletters or meetings
 - ii. ZRWG—Get Recodification on the agenda of other boards that you are on (ZBA, Conservation Commission)
 - iii. ZRWG—Personal contact with Town Meeting Members, your own and people you may know.
- e. General Outreach
 - i. Town Day
 - ii. Farmers Market
 - iii. Press conversations
- f. Special Outreach to Town Meeting Members
 - i. Use email list to invite to forums and open houses
 - ii. Invite to ARB public hearing
 - iii. Special informational meeting before Town Meeting
 - iv. Personal contacts from ZRWG and staff
 - v. Postcards

5. Schedule

- a. Next Public Forum—Tuesday Oct. 3, 2017 Senior Center
- b. Open Houses, Thursdays 5-7PM in Town Hall, 1st Floor Conference Room
 - i. September 14
 - ii. September 21
 - iii. October 19
 - iv. November 2
 - v. November 9

c. Other dates

- i. Memo comparing bylaw to new draft bylaw—September 29 (?), 2017
- ii. RKG Hearing Draft—October 31, 2017
- iii. Outreach—October through December, 2017
- iv. ARB Public Hearing—proposed December 11, 2017
- v. Potential Special Town Meeting**—January, 2018
- vi. Administrative Rules and Regulations—February 28, 2018

**Friends of Parks* include the following groups:

- Friends of Arlington's Great Meadows
- Friends of Robbins Farm Park
- Friends of Spy Pond Park
- Friends of Menotomy Rocks Park
- Friends of North Union
- Friends of Waldo Park
- Friends of Greeley Park at Stratton
- Open Space Committee
- Summer Street Neighborhood Assoc.
- Turkey Hill Land Stewards
- Vision 2020 Environment Task Group (including Reservoir and Spy Pond Committees)

** Town Meeting is called by the Board of Selectmen. This is the projected timing for a Special Town Meeting.



Town of Arlington, Massachusetts

Approval of Meeting Minutes from August 7, 2017

Summary:

8:25-8:30 p.m. Board members will review minutes from the previous ARB meeting, and provide feedback for edits and vote.

ATTACHMENTS:

Type	File Name	Description
Reference Material	DRAFT_ARB_Minutes_08072017.pdf	Draft Minutes 08/07/2017

Arlington Redevelopment Board
August 7, 2017 Minutes
Town Hall Annex, Second Floor Conference Room – 7:30pm

This meeting was recorded by ACMi.

PRESENT: Andrew Bunnell (Chair), Kin Lau, David Watson, Eugene Benson, Andrew West

STAFF: Jennifer Raitt

ABSENT:

GUESTS: Michael Murray, Project Manager, Campobasso Properties; Cynthia Campobasso, Vice President, Campobasso Properties; Richard Campobasso, President, Campobasso Properties; Bob Annese, Attorney; Deborah Nowell; John Carney; Michael Avani, Architect

Correspondence: None.

The Chairman opened the meeting at 7:30pm and turned to the first item on the agenda, Continued Public Hearing for EDR Special Permit Docket #3522, 483 Summer Street. On behalf of Campobasso Properties, Michael Murray presented the updated project plans for the proposed mixed-use building with 2,000 square feet of commercial space and nine (9) residential units. Updates included the addition of large bay windows, balconies with small porch areas for consideration of the open space requirements and a bike room with parking for 21 bicycles.

Mr. Bunnell appreciated the additional greenery and tree in the landscape design. He further clarified that one of the nine units was affordable. Mr. West appreciated the updates and felt the design was visually appealing. Mr. Lau concurred and suggested the possibility of larger balconies. He further stated he felt the building could be “dropped” to align with neighboring properties; but, was satisfied with the changes made since the last hearing. Mr. Benson questioned the process and timeline pertaining to the remediation of the contaminated soil. Mr. Bunnell stated that this was not within the Board’s jurisdiction. Amendments were made to Environmental Design Review decision.

Public comment was opened. No comments were made and public comment was closed.

Mr. Lau motioned to approve Docket #3522 as amended. Mr. West seconded. All voted in favor. (5-0)

Due to being ahead of schedule, Mr. Bunnell moved to Item 3 of the Agenda, Zoning Recodification Update. Jennifer Raitt, Director of Planning and Community Development and David Watson both members of the Zoning Recodification Working Group provided an update of the Second Reading draft of the Zoning Bylaw. The Zoning Recodification Working Group met on August 4th to discuss Public Forum comments as well as additional comments received during the comment period. Some topics included clarity between recodification and policy, the Environmental Design Review process, the addition of graphics and a clear understanding of proposed amendments and why they are needed. It was stated that the Public Meeting to present the final draft has been changed to October 3, 2017.

Mr. Bunnell moved to Item 4 of the Agenda, Approval of Meeting Minutes. The Minutes of July 17, 2017 were reviewed by board members and an amendment was suggested.

Mr. Benson moved to approve the Meeting Minutes as amended. Mr. Lau seconded. All voted in favor. (5-0).

Ms. Raitt, Director of Planning and Community Development provided a brief update stating a Request for Proposals will be created for a Designer and Project Manager for the Central School Building. The final candidate for the Conservation Agent/Environment Planner position will meet with the Conservation Commission on August 17, 2017. The August 21st Redevelopment Board Meeting was cancelled due to lack of agenda items.

Mr. Bunnell moved to item 2 of the agenda, Continued Public Hearing for EDR Special Permit Docket #3531, 887 Mass. Ave. Bob Annese, Attorney, reviewed the amended application for the proposed mixed-use building consisting of 3,000

square feet of commercial space and four (4) residential units. Changes to the project included the removal of awnings and the addition of a sign band as well as the replacement of two full-size vehicle parking spaces with two compact vehicle parking spaces. Further, the height of the first floor was raised allowing for larger windows in the retail space.

Mr. Bunnell appreciated their efforts and thought this to be a vast improvement from the plans shared at the previous hearing. Mr. Lau suggested adding a small lobby to accommodate mailboxes and shrubbery to block headlights from shining on the adjacent building. Mr. Watson asked if the balconies were usable. Further, he asked to install a few inverted U-shaped or Ring and Post bike racks. Mr. Benson thought the design looked like it had a steel bottom with a wood top and suggested trying to blend the two materials, throughout the building. Amendments were made to the Environmental Design Review decision.

Mr. Bunnell opened public comment. John Maher, Attorney representing Mr. Faiola, supported the project but pointed out that the building may potentially block the view of his client's business signage. He noted that they may request a waiver to allow for a standing sign. Jonathan Nyberg, 11 Trowbridge St., supported the project.

Mr. Bunnell closed public comment.

Mr. West moved to approve Docket #3531 as amended. Mr. Lau seconded. All voted in favor. (5-0)

Mr. West motioned to adjourn the meeting of August 7, 2017. Mr. Lau seconded. All voted in favor. (5-0).